

**Downtown Business District
Meeting Minutes
Wednesday, October 26, 2016
330 Main Street, Middletown, CT**

Attendees

Diane Gervais (Chair)	Mike DeSena (Police Department)
Mike DiPiro (Commissioner)	Geen Thazhampallath (Director of Parking)
Tom Ford (Commissioner)	Tom Marano (Planning Department)
Peter Harding (Commissioner)	Cathy Duncan (Chamber of Commerce)
Gary Nagler (Commissioner)	Matt Lefebvre (Middlesex Music Academy)
Marc Levin (Commissioner)	Trevor Davis (Commercial Real Estate)
	Pamela Steele (Pamela Roose Specialty Yarns)
	Lisa Melaven (DBD Office)

Police Report – Mike DeSena

Mike reports the city officials are working on the water main break by the Rushford Center. Middletown Public Schools are closed today. Diane mentioned the downtown Halloween event was a great success between business owners and police presence. Cathy Duncan and Pamela Steele mentioned panhandling is on the rise on the corner of Broad and College Street near the Ct. Library Association.

Public Works – None

Parking Report - Geen Thazhampallath

Geen reports the project in the back of Parking Lot A is coming along nicely with the new planters/plantings, lighting, security cameras and paving. There has been positive feedback from the community. Geen is going to look into the possibility of painting/updating the concrete walls on the inside of the parking lot to enhance the area.

The installation process for the new meter heads along Main Street will begin next week.

Geen will follow up with city departments as to why the outside lights are not working properly in the Arcade parking lot.

The parking study for the Arcade parking lot should be back within the next week. The City will be considering options at that time. Geen will be checking to see if Riverview Center will be a part of the renovation process.

Planning/Economic Development – Tom Marano, Tom Ford, Trevor Davis

Tom reports the Middletown community video is now available to view on the City's website.

The following is a new list of business that are opening/reopening in Middletown

- First & Last Tavern – Has re-opened under new management
- KRUST – Opening a second location, Tapas' Restaurant at 500 Main Street
- Hop Knot – Opening a second location, Disco Chick in the Mi Argentina space/Top of Metro Square
- Way Back Burgers – Opening in the Yogurtlicious space/Top of Metro Square
- Zero Degree – Opening Thai Ice Cream on Main Street
- Wing It On – Opening on Washington St./ The former Alpha Pizza
- Mozzicato – Opening on Washington St. /Next to Valvoline Instant Oil Change.
- Starbucks – Opening on Washington St./ Home Depot Plaza

The Remington Rand building name has been changed to: RM Keating Historical Enterprise Park.

The Fed Ex site has broken ground. Currently they are putting in an 80ft retaining wall on the property.

Tom Ford reports in December Woodard & Curran an environmental business will be moving into the Middle Oak building employing approx. 50 people. Ashfield Healthcare Communications will be occupying the 3rd floor.

Trevor Davis reports Charles Computer is looking to relocate.

Cricket Wireless will be moving into 442 Main Street on the corner of Main and Washington Street.

Chamber of Commerce – Cathy Duncan

Cathy reports

- Monday, November 7th – Chamber of Commerce breakfast – “Honor the Troops”
- Wednesday, November 2nd Serve Pro will be hosting their grand re-opening.
- Wednesday, November 9th - Festival of Wreaths – Business after Work at the River House in Haddam.
- Holiday on Main is on schedule.

Minutes –

*Note: Motion to add to the DBD September 2016 minutes; we will not be participating in the holiday gift bags this year.

- Motion made by Mike DiPiro to approve
- 2nd by Peter Harding
- Minutes accepted

Treasurer's Report – Mike DiPiro

Mike reports the first installment request letter for \$58,000.00 has been sent to the City of Middletown's finance department. The deposit check for the three snowflake garlands has been sent. The City of Middletown and the Chamber of Commerce will reimburse the DBD for their share. Mike notes the carry over & surplus lines on the financial report needs to be corrected to reflect the bottom line.

- Motion made by Marc Levin to approve
- 2nd by Peter Harding
- Treasurer's Report accepted.

Chair Update – Diane Gervais

Marketing: The new fall/winter brochure is at the printers and will be ready for distribution early next week. Marc and I will be meeting with Tag Team to discuss the upcoming Better CT spots.

Gift Cards: Continuing to move along.

Holiday Lighting: The cross street snowflakes have been delivered. I have been working with the Mayor's office, public works and Jeff Everett regarding their installation.

Beautification: Lisa is working with Kelly Eddinger on a design for the winter flower pots.

New items: Jen would like to know if anyone would like to work with her on a new website.

New Business –

On November 19th Wesleyan will be announcing where the new location of their bookstore will be downtown.

- Motion to adjourn by Tom Ford
- 2nd by Mike DiPiro

